

Minutes from the September 17, 2003 MSFC PMC  
Prepared by VS10/Rich Gladwin

DE01/Axel Roth chaired the meeting. Mr. Gladwin reviewed the agenda. The agenda included: (1) Status of Open Action Items, (2) MSFC Health Status Trends (3) Microgravity Science Glovebox (MSG) project request to complete implementation.

Mr. Gladwin reviewed the open action items. VS10/Steve Newton presented recommendations to the PMC for training and experience requirements for MSFC project managers. The recommendations included certification within 3 years of the process rollout. Required training and experience will be in line with Agency guidelines. TD/Alberto Duarte asked if substitution of equivalent classes would be allowed. Mr. Newton replied that university coursework could be used to demonstrate competencies but that the basic 6 courses for program managers could not be substituted. Mr. Newton explained that the rigid enforcement of the required classes was to achieve a NASA certification. Mr. Gladwin reported the results of the PMC action related to project documentation of historical records. UP directorate had not responded to the action, so the action will remain open. Council members recognized it would be difficult to capture historical records after a project has been completed since no FTEs are available. Mr. Roth asked that ECLSS project expedite its update of the ECLSS project plan since it was several months late.

Mr. Gladwin reviewed the health status of MSFC programs and projects. Five projects had reported red during July. These projects include: Solar-B, DART, ProSEDS, SSME AHMS Phase 1 and X-37. Mr. Hicks questioned why the DART project had not scheduled a date to brief the PMC on its project re-baseline. Questions were also raised concerning the accuracy of the Shuttle projects health status. Mr. Roth responded that he would emphasize the need for DART and X-37 to report back to the PMC and for all projects to consistently use the Agency spotlight criteria in reporting monthly health status.

SD/Mike Cole presented the MSG project's request to complete the Implementation process. MSG is a multi-user facility on board the ISS that is used to conduct small science and technology investigations. These investigations are performed in an enclosed work volume that provides resources necessary to conduct a wide range of microgravity research. FD/Tony Lavoie asked if lessons learned had been developed in relation to interfacing with ESA. Mr. Lavoie stated this would be helpful to the Node 3 project. AD/Jim Carter asked if the budget numbers reported were full cost numbers. Mr. Cole replied that there was not sufficient guidance to enable full cost accounting. The updated MSG project plan was provided for Center Director signature. The MSFC PMC provided the commitment of resources for the MSG project to complete the implementation process.

No new actions were assigned. The meeting was then concluded.

## **Attendance for MSFC PMC – September 17, 2003**

Name	Organization
<u><b>COUNCIL MEMBERS</b></u>	
Axel Roth	DE01
Rip Nabors (for Dale Thomas)	VS01
Bill Simpson (for Frank Mayhall)	RS01
Bill Kilpatrick	ED01
Alberto Duarte (for Denny Kross)	TD01
Tony Lavoie	FD01
Tom Stinson (for Ann Whitaker)	SD01
Linder Metts (for Jan Davis)	QS01
Byron Butler (for Steve Beale)	PS01
Tereasa Washington	CD01
Sheila Fogle (for Jim Ellis)	AD30
Bill Hicks	LS01
Sheila Fogle (for Jim Ellis)	AD30

### **OTHERS IN ATTENDANCE**

Rich Gladwin (PMC Secretary)	VS10
Dinah Williams	VS10
Roslin Hicks	ED02
Corky Clinton	SD40
Mysha Crouch	SD40
Dave Cockrell	SD13